



## MEMORANDUM

**TO:** Mayor Tomzak and Members of City Council  
**FROM:** Phillip L. Rodenberg, City Manager  
**DATE:** September 24, 2007  
**SUBJECT:** City Manager's Update

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Highlights of major activities and other notable developments:

**COURT SYSTEM SPACE & SITE ANALYSIS:** Jay Moore of Moseley and Associates continues to work with the City to identify the best location for the courts. He formally presented Moseley's final report to City Council and the Planning Commission on September 12. Mr. Moore is prepared to assist with the conclusion of the selection process, as the Council works through the final options. *Council may want to use the upcoming September 25 meeting to discuss how to advance the site selection process. One approach may be to wait approximately four weeks to see if the Post Office district directors will approve the redevelopment of the Post Office site.*

**CIRCUIT COURTROOM CEILING MOLD:** MARCOR has completed the remediation portion of the court room project and cleaning of the ductwork for the entire building. The "build back" is well underway and is on schedule to be completed by early October or sooner. The Court Clerk is in the process of preparing her records to be moved to the Executive Plaza. We have asked that she work toward a moving date of October 1. Following the vacation of her records, the clerk's space will be cleaned and renovated. The project budget is \$420,000.

**CIRCUIT COURT HOLDING CELLS:** The basement electrical panel, steps thereto, and the janitor's closet will have been completed as of this reading. The Sheriff's cameras will have been scheduled as of this reading, for which the estimated time for installation is about two days.

**DOROTHY HART COMMUNITY CENTER:** The structural integrity of the Community Center has been evaluated, and the report is pending. \$300,000 has been budgeted in FY08 for building repairs. The scheduled work includes repairs to the roof, walls, siding and windows, as well as new windows and plumbing work.

**MARY WASHINGTON MONUMENT BRICK REPAIRS:** (no change) Walkways, railing and steps are in place and look very good. Landscaping will follow when the weather cools. The area will be prepped and plants will be installed by City gardeners. Plant selection is still under review.

**SCHOOL BOARD RETAINING WALL STRUCTURAL ANALYSIS & REMEDIATION:** The Dry Stone Conservancy is under contract through November, but we are trying to schedule

them as soon as possible. December is usually fine for this kind of work. The engineering firm is proceeding with the development of the scope of work and detailed specifications needed to place the conservancy under contract for December. The total project budget is \$110,000.

**VCR PATHWAY:** William H. Gordon Associates has completed most of the survey work on the pathway. They have also completed the CPTED (Crime Prevention Through Environmental Design) review and presented their results to Bob Antozzi, Doug Fawcett, and Erik Nelson. Several options were identified at key points to either reduce crime, increase safety, or both. Staff plans further study on the options presented. Council already approved these engineering services for a cost of \$135,260. The Pathway Steering Committee has their next meeting on September 27.

**HIGH MERCURY LEVEL AT MOTTS RUN RESERVOIR:** City Parks and Recreation staff put up a notice at the Motts Run bulletin board and fishing piers regarding the Virginia Health Department finding that mercury levels in the reservoir's fish exceed state threshold levels. Motts Run patrons can obtain additional information at the attendant station. It is important to note that the mercury causes no water-quality concerns.

**WATER CONSERVATION:** The City's Public Works Department, in cooperation with the Spotsylvania County Department of Utilities, will continue to monitor reservoir levels and water demand in light of Stafford County's announcement, and will take appropriate action, if warranted, at a later date. No action is contemplated in the immediate future (at least until December 1) to impose water conservation measures (mandatory or voluntary) on Spotsylvania County and City of Fredericksburg water customers due to satisfactory current water levels in Spotsylvania County reservoirs, as well as the anticipated normal reduction in overall water demand from peak summer usage.

**2007 CONCRETE AND ASPHALT REHABILITATION PROGRAM:** All planned concrete work has been completed. The asphalt milling and resurfacing has been completed on the following streets:

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|-------------------------------|--|
| • Charles Street              | from Lafayette Boulevard to Dunmore Street     |
| • Pelham Street               | from Dale Street to Princess Anne Street       |
| • Mary Washington Boulevard   | from Jefferson Davis Highway to Sam Perry Blvd |
| • Barton Street (new project) | from William Street to George Street           |

This leaves Stafford Avenue (from Jefferson Davis Highway to Parcell Street) to complete. This work is being coordinated with the construction of the new FRED facility and will be completed by mid-October.

**OVER-REPORTING OF SALES TAX:** Commissioner Lois Jacob reports that a large business in Spotsylvania County over-reported and paid sales tax to the City, when the funds were actually due to Spotsylvania County. The amount is \$387,786. This amount will be charged against the City FY07 budget rather than the FY08 budget.

**STATE REDUCES GRANT AMOUNT:** The City Manager's office recently received notification that the Commonwealth's Department of Planning and Budget has reduced all discretionary spending for state agencies and all non-state organizations. As a result, the Circuit Court renovation grant has been reduced by five percent to \$332,500.

**EMS REVENUE RECOVERY:** The City of Fredericksburg Revenue Recovery Program will start October 1. Staff members from Fredericksburg Fire, Fredericksburg Rescue Squad, the City Attorney, the Treasurer's Office and the City Manager's Office have been working diligently on this program since Council's approval in February. Through a competitive process, staff selected Medic 30 to be the billing company. The City Manager approved the resulting contract.

What's being done now?

- Medic 3000 is providing required training for providers from Fredericksburg Rescue Squad and Fredericksburg Fire Department on HIPPA and Pre-Hospital Patient Care Report (PPCR) documentation in preparation for the launch of the Revenue Recovery Program on October 1.
- Revenue Recovery Program information on the City's government channel.
- Revenue Recovery informational meetings being held at Madonna House, Evergreens and Mill Park Terrace.
- Revenue Recovery information (English & Spanish) will be placed at the Library, Parks and Rec., City Hall, Fire Station 1 & 2 and Fredericksburg Rescue Squad
- Revenue Recovery information will be provided at the Fire Department's Open House and at any upcoming public appearances.

**EMERGENCY OPERATIONS CENTER TRAINING:** Fire Chief Eddie Allen recently announced upcoming training for City department heads and senior staff to ensure City compliance with the National Incident Managements System (NIMS). Tabletop exercises will be conducted in stages from January through April 2008, bringing all participating employees current with NIMS 300 and 400 certifications. Completion of this training is required for the City to remain a recipient of Department of Homeland Security funding.

**RAPPAHANNOCK EMERGENCY MEDICAL SERVICES (REMS) COUNCIL:** The council has moved into their new facility at 435 Hunter Street in Fredericksburg. Formally the Moss Free Clinic site, the facility was fully renovated to accommodate the Council's administrative offices and an expanded Regional Training and Simulation Center. Since 1976, the REMS Council, of which the City is a member, has played a vital role in coordinating and planning for the emergency health care needs of our EMS system and community, including meeting the training needs of over 2,000 EMS providers through an accredited training facility. The new facility includes a full Simulation Center with specialized manikins that will provide realistic

training for EMS and hospital personnel. A Ribbon Cutting and Open House is scheduled for October 2.

***FIRE DEPARTMENT OPEN HOUSE:*** In recognition of Fire Prevention Week, the annual Fire Department Open House is scheduled for October 7, from 1-4 p.m. at Fire Station 1. The activities will include a display of Fire Department equipment and Fredericksburg Rescue Squad apparatus. Information booths will have handouts on Emergency Management, the Fredericksburg Fire Department, Fredericksburg Volunteer Fire Department and Fredericksburg Volunteer Rescue Squad. Kids can have their picture taken with mom and/or dad on the antique fire engine (old No. 2).

***CITY PICNIC:*** The annual City Picnic will take place on September 29, from 12 p.m. until 4 p.m., at Old Mill Park. Events will include a horseshoes tournament, a dessert competition, bingo and plenty of entertainment for the children, featuring pony rides, a bounce castle and various games. Lunch and ice cream will be provided, and door prizes will be awarded.

***ANNUAL EMPLOYEE SERVICE AWARDS:*** The City recognized 82 employees from various departments in a Years-of-Service ceremony, held at the new Police Headquarters building on September 14. The top male employee is Mr. Ben Lester, Training Officer for the Police Department, with 45 years of service, and the top female employee is Ms. Jean Rayman, of the Commissioner of the Revenue's office, who has 30 years of service with the City.

***LAW AND ORDER MAGAZINE:*** Community Police Officer Carlos Reyes was featured on the cover of the July 2007 issue of *Law and Order* magazine. Officer Reyes is shown in a Fredericksburg Police Department cruiser as he patrols his assigned neighborhood in the Fall Hill Avenue corridor. *Law and Order* is one of the premier publications for police management in the country, and the cover provides positive exposure of our department to law enforcement agencies and related subscribers across the nation. A copy of the issue is included in the Council packets.

***GWRC AND MICAH HYPOTHERMIA CENTER:*** On September 17, the George Washington Regional Commission heard a request from Micah Ecumenical Ministries for \$12,000 to assist in running a hypothermia shelter this winter from October 29 through March 2. The GWRC Board agreed that the counties would discuss sharing the \$12,000 with their governing bodies and report back by the October meeting. GWRC and Micah acknowledge that the City has already appropriated \$20,000 for the hypothermia shelter. Meanwhile, Micah continues its search for a suitable building for the shelter.

***EXCESSIVE OCCUPANCY ENFORCEMENT:*** The Zoning Officer has sent 762 informational flyers on excessive occupancy to City residents. She has most recently been writing residents of Idlewild, College Heights and Great Oaks Neighborhoods. The Planning Department has created several informational documents in response to the increased attention placed on excessive occupancy in residential dwellings.

Three topics are addressed:

- Excessive occupancy questions arising from the public
- Information to residents on a street where a complaint is made
- Gaining additional information from complainants

The following is a breakdown of enforcement activities over the last 12 months:

Total cases opened = 53

Site visits completed = 35

Cases closed due to compliance = 8

Cases closed due to lack of evidence = 32

Cases pending = 13

Number of excessive occupancy fliers sent to citizens for informational purposes = 762

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Phillip L. Rodenberg